



STATE OF ARIZONA
DEPARTMENT OF EMERGENCY AND MILITARY AFFAIRS
DEMA Procurement Office, Building #M5330
5636 East McDowell Road
Phoenix, Arizona 85008-3495.

REQUEST FOR QUOTATION NUMBER: Q5-0020 (NOTE: THIS IS NOT A PURCHASE ORDER)

QUOTATION DUE DATE: 2:00 P.M. (MST), 4 May 2005

In accordance with the Arizona Procurement Code, A.R.S, Chapter 23, competitive sealed Quotations for the material or service specified will be received by the Department of Emergency and Military Affairs, Department Procurement Office (State), until the date and time cited.

A FAXED QUOTE IS ACCEPTABLE. FAX QUOTATION TO (602) 267-2576. A hard copy of your quotation shall also be immediately mailed to: Betty Kinchion, DEMA Procurement Office, 5636 E. McDowell Rd., Building #M5330, Phoenix, AZ 85008.

Quotations must be in the possession of the Department Procurement Office (State) on, or prior to, the due date and time. Except as provided in the Arizona Procurement Code, late quotations will not be considered.

MATERIAL/SERVICE OR PROJECT LOCATION: Arizona Army National Guard, Camp Navajo, 1 Hughes Avenue, Bellemont, Arizona 86015

SCOPE OF WORK: Furnish all labor, supplies, material, applicable taxes, transportation and services required to: PURCHASE OF HAZARDOUS STORAGE BUILDING @ CAMP NAVAJO (SEE ATTACHED SCOPE OF WORK)

PROCUREMENT RELATED QUESTIONS SHALL BE DIRECTED TO:

BUYER: BETTY KINCHION **TELEPHONE:** (602) 267-2853 **FAX:** (602) 267-2576

TECHNICAL QUESTIONS REGARDING THE SCOPE/STATEMENT OF WORK SHALL BE DIRECTED TO:

HENRY CROSBY TELEPHONE: (928) 773-3224

QUOTATION ISSUE DATE: April 21, 2005

It is the responsibility of the bidder submitting a quote to fully understand all terms and conditions referenced in this quotation. The award will be made to the overall lowest, responsive, responsible bidder (considering freight, delivery, installation, taxes and/or other applicable associated fees/expenses). Your respective proposed delivery schedule(s) must be indicated in the spaces below. All quotations must be FOB Destination, Freight Pre-Paid. **Quotes are due at the Department of Emergency & Military Affairs, Procurement Office, 5636 E. McDowell Rd. Bldg. #M5330, Phoenix, AZ 85008-3495 by the quotation due date and time. (A FAXED QUOTE IS ACCEPTABLE. FAX YOUR QUOTATION AND REQUESTED DOCUMENTS TO (602) 267-2576). A HARDCOPY OF THE QUOTATION AND APPLICABLE DOCUMENTS SHALL BE MAILED TO THE BUYER'S ATTENTION AT THE ABOVE ADDRESS.**

PRICE SHEET

Line Item	QTY	Description	Unit Price	Extended Price
1	1	HAZARDOUS STORAGE BUILDING @ CAMP NAVAJO (see attached scope of work)	\$	\$
2			\$	\$
3			\$	\$
4			\$	\$
5			\$	\$
6			\$	\$

Subtotal: \$ _____

Tax: \$ _____

Delivery: \$ _____

TOTAL: _____

DELIVERY SCHEDULE: _____

PAYMENT TERMS: _____

If payment is made within _____ calendar days after acceptance of goods and/or services, the above quoted price, shall be discounted by _____ % (excluding sales tax).

If payment is made by the Arizona State American Express Purchasing Card program, after acceptance of goods and/or services and an accepted invoice has been provided, the above prices shall be discounted by _____ % (excluding sales tax).

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COMPANY NAME: _____

ADDRESS: _____

Street City State and Zip

TELEPHONE: _____ FAX NUMBER: _____

ARIZONA TRANSACTION (SALES) PRIVILEGE TAX LICENSE NO.: _____

FEDERAL EMPLOYER IDENTIFICATION NUMBER: _____

I hereby certify that I have read, received, understand and agree with all terms and amendments of the request for quotation and that acceptance by the State of Arizona of the Contractor's offer by the issuance of a Purchase Order or Contract will create a binding Contract. Further, I agree to fully comply with all terms and conditions as set forth in the Arizona Procurement Rules and Regulations, and amendments thereto, together with the specifications and other documentary forms herewith made a part of this specific procurement.

Signature _____ Date _____

Typed Name and Title _____

**ATTACHMENT A – (Mandatory Submission Requirement)
SMALL, WOMAN-OWNED AND/OR MINORITY-OWNED BUSINESSES CERTIFICATION**

Executive Order 2004-29 requires all State of Arizona agencies to track and report solicitations distributed and awarded to Small, Woman-Owned and/or Minority-Owned firms.

A small business is one that, including its affiliates, is independently owned and operated, is not dominant in the type of business it conducts, and employs fewer than 100 employees OR has less than \$4 million in annual sales. To qualify as a minority or women-owned business, the firm must be at least 51% minority or woman owned.

When practical, purchases/contracts less than \$50,000 will be made from small businesses.

CHECK THE APPROPRIATE CLASSIFICATION APPLICABLE TO YOUR FIRM:

☐ 1.0 Small Business (SB), ☐ 2.0 Small Business African American (SBAA), ☐ 3.0 Small Business Asian (SBA), ☐ 4.0 Small Business Hispanic (SBH), ☐ 5.0 Small Business Native American (SBNA), ☐ 6.0 Small Business Other (SBO), ☐ 7.0 Small, Women Owned Bus. (SWOB), ☐ 8.0 Small, Women Owned Bus. African American (SWOBAA), ☐ 9.0 Small, Women Owned Bus. Asian (SWOBA), ☐ 10.0 Small, Women Owned Bus. Hispanic (SWOBH), ☐ 11.0 Small, Women Owned Bus. Native American (SWOBNA), ☐ 12.0 Small, Women Owned Bus. Other (SWOBO), ☐ 13.0 Women Owned Business (WOB), ☐ 14.0 Women Owned Bus. African American (WOBAA), ☐ 15.0 Women Owned Business Asian (WOBA), ☐ 16.0 Women Owned Business Hispanic (WOBH), ☐ 17.0 Women Owned Business Native American (WOBNA), ☐ 18.0 Women Owned Business Other (WOBO), ☐ 19.0 African American (AA), ☐ 20.0 Asian (A), ☐ 21.0 Hispanic American (HA), ☐ 22.0 Native American (NA)

☐ 23.00 None of these categories is applicable and firm does not qualify as either a Small, Woman, or Minority-Owned firm. (NONE)

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COMPANY NAME:

ADDRESS:

Street City State and Zip

I hereby certify that _____ (Firm/Company Name) ☐ is or ☐ is not (check one) a small business with less than 100 employees and/or less than \$4 million in annual sales.

Signature Date

I hereby certify that _____ (Firm/Company Name) ☐ is or ☐ is not (check one) a ☐ Minority and/or ☐ Women (check one or both) owned business in accordance with Executive Order 2004-29 issued by Governor Napolitano.

Signature Date

INSTRUCTIONS TO OFFERORS

1. **Submission.** Quotations shall be signed and received in the Department of Emergency and Military Affairs Procurement Office (State) by the date and time indicated. Erasures, interlineations or other modifications in the Quotation must be initiated by the person signing the quotation/estimate.
2. **Quotation Waiver and Rejection.** Notwithstanding any other provision of this Request for Quotation/Estimates, the Department expressly reserves the right to:
 - a. Waive any immaterial defect or informality; or
 - b. Reject any or all quotations, or portions thereof, or
 - c. Reissue a Request for quotation/estimate.
3. **Taxes.** The State will pay any applicable State of Arizona transaction privilege tax and any other applicable state or local taxes on the services rendered or products supplied. No payment shall be made for any personal property taxes levied on vendor or any taxes levied on employee's wages. Applicable taxes must be shown separately on any invoice and such sums shall be due and payable to vendor upon delivery. If claiming a tax exemption, a valid tax exemption certificate number must be provided with your quote.
4. **Award of Contract.** Unless the Bidder states otherwise, or unless otherwise provided within the Request For Quotation, the State reserves the right to award by individual line item, by group of line items, or as a total, whichever is deemed most advantageous to the State.

A response to a Request for Quotation is an offer to contract with the State based upon the terms, conditions and specifications contained in the State's Request for Quotation. Quotations do not become contracts unless and until an authorized procurement officer accepts them.
5. **Americans with Disabilities Act.** People with disabilities may request special accommodations such as interpreters, alternative formats, or assistance with physical accessibility. Requests for special accommodations must be made seventy-two (72) hours prior to quote due date. If you require accommodations, please contact the Buyer, as stated on the front page of this package.
6. **Incorporation by Reference.** The following documents shall apply to all work under this solicitation and are hereby incorporated by reference with the same force and effect as if they were given in full text. A copy of these documents can be obtained from the following url: <http://www.azspo.az.gov/PoliciesDocuments/index.htm>
 - a. Uniform Instructions to Offerors
 - b. Uniform General Terms and Conditions.
7. **Offer Acceptance Period:** Any Vendor submitting an offer under this Solicitation shall hold its offer open for a period of ninety (90) days after the date of the solicitation due date.
8. **Manufacturers Names:** Any Manufacturers names, trade name, brand names or catalogue numbers used in the specifications/Scope of Work are for the purpose of describing and/or establishing a general quality level, design or performance desired. Such references are not intended to limit or be restrictive but are necessary to approximate the quality of design or performance which is desired. Any quote that proposes like quality, design or performance will be considered. If the description of your quote differs in any way, you must give a complete and detailed description of your exceptions to include pictures and literature if necessary. Unless a specific exception is made, the assumption will be that you are quoting exactly as specified in the Request for Quotation.
9. **Descriptive Literature:** All offers must include complete manufacturers descriptive literature regarding items they propose to furnish. Literature shall be sufficient in detail in order to allow full and fair evaluation of the offer submitted. Failure to include this may result in the proposal being rejected.
10. **Contractor License.** Each Offeror must be properly licensed to perform all work covered by this solicitation in accordance with the laws of the State of Arizona. Proof of licensure may be requested by the State prior to contract award.
11. **Warranty.** The successful Contractor shall warrant all labor and materials for one (1) year from the date of acceptance by the State.

12. **Notice to Proceed.** The Department of Emergency and Military Affairs will issue a Notice to Proceed or executed Purchase Order for the material or service covered under this agreement.
13. **Completion Time.** The scope of this agreement and/or final delivery shall be completed within 60 calendar days from the date of the Notice To Proceed.
14. **Post Award Conference.** After award of this agreement, the Contractor may be required to participate in a post award meeting for the purpose of ensuring a complete understanding of the requirements of the contract. This meeting will be arranged by the department procurement officer or designated representative.
15. **Termination.** The DEMA Procurement Office reserves the right to terminate this agreement for convenience without penalty or recourse by giving thirty (30) days prior written notice to the Contractor. In the event DEMA exercises this provision, all documents, data, and reports prepared by the Contractor under this agreement shall become the property of the State of Arizona (at the option of the DEMA Procurement Office). The Contractor shall be entitled to receive just and equitable compensation for the work completed to the effective date of the termination.
16. **Arbitration.** After exhausting all applicable administrative review procedures, to the extent required by A.R.S. 12-1518 except as may be required by other applicable statutes, the parties to this agreement shall resolve all disputes arising out of or relating to this agreement through arbitration.
17. **Discounts.** Payment discount periods shall be computed from the date of receipt of material/service or correct invoice, whichever is later, to the date the State's warrant is mailed. Unless freight and other charges are itemized, any discount provided shall be taken on full amount of invoice. Payment discounts of thirty (30) calendar days or more shall be deducted from the quotation price in determining the low quotation. The State shall be entitled to take advantage of any payment discount offered by the Vendor provided payment is made within the discount period.
18. **Delivery Days.** All deliveries shall be made within (30) days of receipt of a contract release order/purchase order for common stock items. Deliveries shall be made within (30) days of a contract release order/purchase order for mail ordered items.
19. **Packing Slip.** Each shipment shall include a packing slip showing the contract number, item, price, purchase order number, and quantity shipped.
20. **Defective Products.** All defective products shall be replaced and exchanged by the contractor within (30) days of initial notification. The cost of transportation, unpacking, inspection, repackaging, reshipping or other like expenses shall be borne by the contractor.
21. **In accordance with Executive Order 2004-29 and Rule R2-7-335 (Small Business Set Aside) of the Arizona Procurement Code, this request for quotation is restricted to small, woman-owned and/or minority-owned businesses. Businesses qualifying as such must self certify their status as such by filling out and completing ATTACHMENT A SMALL, WOMAN-OWNED AND/OR MINORITY-OWNED BUSINESSES CERTIFICATION**

**PURCHASE OF HAZARDOUS STORAGE
BUILDING
CAMP NAVAJO
BELLEMONT, ARIZONA 86015**

JOB DESCRIPTION: Chemical Storage Building

CAMP NAVAJO REQUIREMENT: Purchase a facility to store liquid chemicals for the Waste Water Treatment Plant at Camp Navajo. The Treatment plant uses three chemicals in its wastewater treatment plant operation. They are: Methanol (A), sodium bisulphite (B), and chlorine (C). The building will have three compartments. Each compartment shows the number of barrels to be stored and labeled A, B&C for planning purposes as shown on single line sketch enclosed. Each compartment will come equipped with spill containment system, lights and 110VAC fourplex electrical outlets. The compartments "B & C" will be heated and insulated. All three compartments will have its own door wide enough for a 55-gallon barrel and moving equipment access. **BUILDING TO BE DELIVERED NO LATER THAN 8 JULY 2005.**

BUILDING STANDARD FEATURE:

Building Construction: Noncombustible weatherproof construction of exterior heavy gauge steel.

Roof/Ceiling: Noncombustible weatherproof construction as does the building walls. Continuously welded heavy gauge steel roof permanently attached to building. Roof to be sloped to facilitate run off and roof at the face of the building will have a turn down along the entire roof line.

Building Base: Open channel construction coated with protective finish for maximum corrosion resistance, forklift pockets and hold down brackets included for ease of off-loading and movement.

Spill Containment Sump Construction: Facility shall have adequate built-in leak proof secondary containment sump with non-combustible construction continuously welded heavy gauge steel sheets for spill containment. The containment sump will be coated with chemical epoxy finish. No mechanical fastener penetrations will be attached to sump walls.

Floor: Continuously welded 10 gauge steel, 600 psf.

Static Grounding System: Provide three (3) interior ground lugs at 30 inch above finish floor and one (1) exterior static grounding connection.

Gravity Air Flow Vents: Vents with steel frame and louvers with screens to provide airflow and natural draft. These will be located in all three compartments.

Building Finish: Interior and Exterior one coat of chemical resistant steel primer and one coat of chemical resistant epoxy semi-gloss. Owner will designate color.

Signage: Provide permanent DOT metal flip placard with rust proof aluminum holder and stainless steel clips on each door. Provide one pressure sensitive NFPA 704 Hazard Rating sign on each door.

Approvals: Building will have FM approval and Warnock Hersey Approval.

ACCESSORIES:

Doors: Provide two (2) 36-inch doors on Compartments "A & B", and one (1) 60 inch door on compartment "C"; (non-fire rated). The three doors will come equipped with a throw type latch that can be secured by padlocks. The doors will have weather stripped seal around the door opening. All doors will have left hand hinge and provide a retainer catch at the bottom of doors.

Electrical Service: 100 Amp load center (NEMA 3R), single phase, 3 wire, rainproof and sleet resistant outdoor enclosure UL approved Pub. No. UL 508, "Rainproof Enclosures".

Heaters: EP heaters 12,286 BTU/hr, UL listed, Class 1, Div. 1&2, Groups C&D Class 1, Zones 1&2, Groups 11A, 11B and H2, 3.6 KW convection heater. 240 Volts, single phase, 15 Amps with temperature thermostat from 36 degree F to 82 degree F.

Interior Outlets: Provide each compartment with two (2) explosion proof UL listed outlet, 120 VAC, 20 amps, GFCI receptacles. Provide one empty EMT conduit that will support other electronic component scheduled at a later date.

Lights & Switch: Explosion proof snap type switch rated for Class 1, Div. 1, Groups C&D hazardous locations. UL listed Class 1, Div. 1&2 Groups C&D, Groups E,F,G division 1&2 use where moisture, dirt, dust, corrosion and vibration may be present.

Insulation: Provide R11 insulation in ceiling and walls with steel lining. Only two of the compartments will receive the insulation. (Compartments B&C)

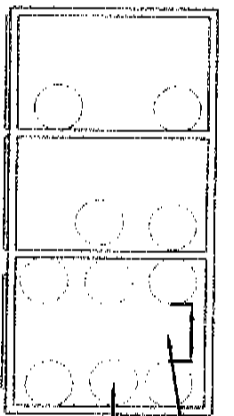
Interior Separation Walls: Interior chemical separation walls, from sump to ceiling, divide the building into three compartments for the following number of barrels showed on sketch. The compartment for the methanol chemical will be on the far left end of building looking at building from front.

Chemical Piping: Provide chemical piping on the interior of the building exiting at one point at the far right looking at building from front. Pipe can be attached to wall on interior and provide grommet type insulator where it passes to the other compartment and at the discharge end provide an adaptable connector so owner can make connection to its existing chemical lines and the pipe ends to be insulated.

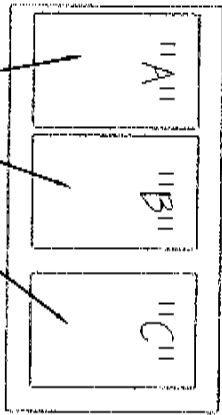
Weld Studs: Provide (4) each (1/2"x1/4") Nelson weld studs welded at the back wall spaced 2 foot on center.

Delivery: Building with all requirements will be delivered no later than 8 July 2005.

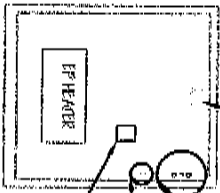
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3' SPACING BETWEEN BARREL
BARRELS

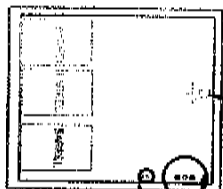


60" HINGED DOORS
3' HINGED DOORS



EP LIGHT
CHEMICAL LINES
ELEC. CONDUITS
FOUR-PLEX OUTLET

TYPICAL COMPARTMENT LAYOUT



EXPLOSION PROOF LIGHTS
IN ALL COMPARTMENTS
CHEMICAL LINES
ELECTRICAL LINE

COMPARTMENT PROFILE

<u>CHEMICAL LEGEND</u>	
"A"	METHANOL
"B"	SODIUM BISULPHITE
"C"	CHLORINE

CHEMICAL STORAGE BUILDING